

Guidelines for Acceptable Continuing Professional Education Activities, State of Alabama Board of Examiners for Dietetic/Nutrition Practice (ABED) Compared to Commission on Dietetic Registration, (CDR) Approved Continuing Education Activities.

For Alabama licensure, continuing education hours should be from October 1-September of licensure period. (For Example, October 1, 2005 to September 2007. 30 CPE hours required.)

100 Academic Coursework

CDR Allowed: 75 hours CPEUs per 5 years

Dietetic –related academic coursework, including distance learning, at a U.S. regionally accredited college or university. Course work should be completed in your current recertification cycle in order to receive CPE credit. Indicate whether coursework taken was during a semester, trimester, or quarter.

CPEUs approved	Course taken for Credit	Courses Audited
1 semester credit hour	15 CPEUs	8 CPEUs
1 trimester hour	14 CPEUs	7 CPEUs
1 quarter hour	10 CPEUs	5 CPEUs

Alabama Board of Licensure for Dietetics/Nutrition

CPEUs 30 CPEUs allowed per 2 year cycle

All academic coursework must be completed in your current licensure period in order to receive CPE credit or no later than 8/31 of re-licensure period. Dietetic – related coursework for regionally accredited college or university.

	Course taken for Credit	Course Audited
1 semester credit hour	15 CPEUs	8 CPEUs
1 trimester hour	14 CPEUs	7 CPEUs
1 quarter hour	10 CPEUs	5 CPEUs

Required Documentation for CPEUs credit:

Course Title
Name of College or University
Date Completed
Credits Earned
CPEUs requested
Official Transcript

110 . Case Presentations

CPEUs may be awarded for attendance at a dietetic related case presentation. May include but not limited to: Grand Rounds, patient case study.

1 CPEU is equivalent to 1 contact hour.

CDR Allowed: 75 CPEUs each 5 year cycle

Alabama Board of Examiners for Dietetic/ Nutrition (ABED)

Allowed:

30 CPEUs each 2 year cycle

Required Documentation for CPEUs Credit:

Title/ Topic

Provider

Date completed

CPEUs requested

Certificate of attendance or copy of brochure describing case presentation

120 Certificate Programs

A certificate program is an intensive training program with a component that assesses the participant. Upon completion of the program, participants receive a certificate attesting to the attainment of a new knowledge skill set. The certificate program must be dietetic related and be sponsored by a U.S. Regionally accredited college or University, accredited/approved by JCAHO, NCQA, or CDR.

One CPEU is equivalent to 1 contact hour.

CDR: 75 CPEUs allowed each 5 year cycle

Alabama Board of Examiners for Dietetic/ Nutrition (ABED) Allowed:

30 CPEUs each 2 year cycle

Documentation for CPEUs Credit:

Certificate of Completion

Name, address, phone number, and e-mail or fax number of provider

Program title

Date completed

CPEUs requested

130 Exhibits

Learning through dietetics related exhibits such as presented at ADA Food and Nutrition Expo Conference and Alabama Dietetic Association or a state dietetic association meeting.

One CPEU is equivalent to 1 contact hour

CDR allowed: 15 CPEUs each 5 year cycle

ABED: 6 CPEUs each 2 year cycle

Documentation for CPEUs Credit:

Certificate of Attendance of completion or materials describing
Exhibits(Date, Timeline, Provider, Content)
Title /Topics
Provider
Date Completed
CPEUs requested.

140 Experiential Skill Development

Content must be dietetic related and the program must include a didactic component. Providers must be credentialed professionals in the subject matter taught, or must be an RD or DTR such as culinary programs an RD or DTR must be involved in the planning or presentation.

CDR allowed: 75 CPEUs each 5 year cycle

ABED allowed: 30 CPEUs each 2 year cycle

Documentation for CPEUs Credit:

Title/ topic
Provider
Date Completed
CPEUs requested
Certificate of Attendance/Completion
Provider Credentials and Issuing Organization

150 Interactive Workshops

Workshop must be dietetic related, and should include interactive discussion or participation among attendees.
One CPEU is equivalent to 1 contact hour.

CDR allowed: 75 CPEUs each 5 year cycle

ABED allowed: 30 CPEUs each 2 year cycle

Documentation for CPEUs Credit:

Title/ topic
Provider
Date Completed
CPEUs requested
Certificate of Attendance/Completion
CPE Agenda/Outline(Objectives, Timeline Date, Provider)

160 Journal Clubs

Must be preplanned and provide for group participation and in- depth discussion of a single dietetics- related topic from pre- assigned articles/papers in professional, peer-reviewed journals.

One CPEU is equivalent to 1 contact hour.

CDR allowed: 75 CPEUs each 5 year cycle

ABED Allowed: 30 CPEUs each 2 year cycle

Documentation for CPEUs Credit:

Title/ Topic

Provider

Date Completed

CPEUs requested

Certificate of Attendance/Completion

Name, Address, Phone Number, and E-mail Address or Fax Number of Coordinator

CPE Agenda/Outline& timeline

170 Lectures/ Seminars

Must be dietetics-related and should include participation by or discussion among attendees

One CPEU is equivalent to 1 contact hour.

CDR Allowed: 75 CPEUs each 5 year cycle

ABED Allowed: 30 CPEUs each 2 years cycle

Documentation for CPEUs Credit:

Title/ Topic

Provider

Date Completed

CPEUs requested

Certificate of Attendance/Completion or

CPE Agenda/Outline(Objectives, Date, Timeline, Provider)

180 Posters

Must be dietetic –related poster sessions such as those presented at the ADA Food and Nutrition Conference and Expo or a State Dietetic Association Annual meeting.

One CPEU is equivalent to 1 contact hour.

CDR Allowed: 15 CPEUs each 5 year cycle

ABED Allowed: 6 CPEUs each 2 year cycle

Documentation for CPEUs Credit:

Title/ Topic

Coordinator

Date Completed

CPEUs requested

Certificate of Attendance/Completion or

CPE Agenda/Outline(Objectives, Date, Timeline, Provider) or

Program/ Flyer/ Brochure Describing Poster Session

190 Professional Leadership

Holding an elected office in a dietetics or dietetic –related national, state, or district organization that contributes to acquisition of leadership skills and professional development.

CDR Allowed: :3 CPEUs per year or 15 CPEUs maximum for 5 year Cycle

ABED Allowed: 6 CPEUs each 2 year cycle

Documentation for CPEUs Credit:

Elected Office at the National, State or District Level

Organization

Date Completed

CPEUs Requested

Notice, Association Directory, or Other Documentation

Confirming Office Held and Dates of Service

200 Professional Reading

Dietetics-related articles from peer-reviewed professional journals and newsletters may be awarded CPE credit. Must be read within 25 years of the date the article was published.

Reading each article is equivalent to one-half (0.5) CPEU.

CDR Allowed: :15 CPEUs each 5 year cycle

ABED Allowed: 6 CPEUs each 2 year cycle

Documentation for CPEUs Credit:

Journal or newsletter citation (use J. American Dietetic Assoc. Format)

Date Completed

CPEUs Requested

Copy of Abstract or First page of Article

205 Research

Conducting research as a sole or co-investigator can be awarded CPEUs. An investigator is defined as one who participates substantially in the conception and design of the work and the analysis of data as well as in the writing of the report. Ex: qualitative research studies and descriptive epidemiologic research, clinical trials, cohort or follow-up studies, case-control studies or outcomes research.

Research completed to fulfill academic requirements would receive credit under Academic Coursework, while literature reviews designed primarily to summarize the findings of others would receive credit under Professional Reading. Meta-analysis that identifies new trends or ideas based upon data from other studies would be awarded CPEUs in the research category. Required documentation must be completed within current recertification cycle to receive credit.

CDR Allowed: 60 CPEUs each 5 year cycle

Level of involvement

Sole investigator: one who alone develops the study concept, research design, analysis of data and writing of the report.-20 CPEUs

Co-investigator: One who participates substantially in the conception and design of the work, the analysis of data and the writing of the report.—10 CPEUs

ABED Allowed: 20 CPEUs per 2 year cycle

Sole Investigator: 20 CPEUs per 2 year cycle

Co –investigator: 10 CPEUs per 2year cycle

Documentation for CPEUs Credit:

Title of Study

Name, Address, Phone Number and E-mail Address of Sponsoring /funding institution

Report to include and introduction, purpose of the research, methodology, discussion of results, summary and references.

One or more of the following (must be completed within current recertification cycle): Final summary technical report to federal, state or other grant providing organization

Letter verifying acceptance for publication in a peer-reviewed journal, or copy of published manuscript

Letter verifying acceptance for presentation, (session or poster session) at a peer –reviewed professional association conference.

CPEUs requested

Identification as a sole or co- investigator.

Date research completed.

210 Residency & Fellowship Programs

Programs require completion of a dietetics – related, post –baccalaureate-level residency or fellowship activity, sponsored by a U.S. regionally accredited college or university or an institution accredited/approved by JCAHO or NCQA. The program must have a minimum of 30 contact hours and meet the following criteria:

Post-baccalaureate level and dietetics related

Formalized/ structured experiences

Activity must be recorded within 2 years of completion.

CDR Allowed: 75 CPEUs each 5 year cycle

ABED Allowed: 30 CPEUs each 2 year cycle.

Documentation for CPEUs Credit:

Name of Residency or Fellowship

Provider, Name, Address, Phone Number, and E-Mail or Fax Number

Date Completed

Certificate of Completion

CPEUs requested

Description of program content

220 Sponsored Independent Learning

Completion of dietetic – related, individualized learning activity planned and carried out by the learner. The learner contracts with an individual, who is an expert in a particular area, using the Sponsored Independent Learning Contract in CDR guide.

One CPEU is equivalent to 2 hours spent on this activity.

CDR Allowed: 50 CPEUs each 5 year cycle

ABED Allowed: 20 CPEUs each 2 year cycle

Documentation for CPEUs Credit:

Sponsor name and Contact information

Date Completed

Activity

CPEUs Requested

Sponsored Independent Learning Contract with Original Signatures

Certifications/ Recertification

Certifications approved by CDR. Refer to CDR web site for an updated list of approved Certifications.

Program must be dietetic –related and must require candidates to meet eligibility requirements, pass an examination to become certified initially and require recertification in order to remain certified. CPEUs can be awarded for qualifying certifications earned during the current 5 –year recertification cycle and up to 6 months before your current recertification cycle.

CDR Allowed: 75 CPEUs each 5 year cycle

ABED Allowed: 30 CPEUs each 2 year cycle. CPEUs can be awarded for qualifying certifications earned during your current 2 year - recertification cycle and up to 6 months before your current recertification cycle.

Documentation for CPEUs Credit:

Certification Obtained

Provider, Name Address, Phone Number, E-Mail Address or Fax Number

Date completed

CPEUs Requested

Copy of document verifying date of issue and duration of certification

Name, Address, Phone number, and E-mail Address or Fax Number of Provider

230 Study Groups

Professionals (3 or more) participating in a preplanned, in-depth study of a specific, dietetics- related topic. (e.g. audio or video recordings of an approved session at the ADA Food and Nutrition Conference and Expo.) Recordings of approved presentations can be no older than one year past the date of the presentation.

One CPEU is equivalent to 1 contact hour.

CDR Allowed: 50 CPEUs each 5 year cycle

ABED Allowed: 20 CPEUs each 2 year cycle

Documentation for CPEUs Credit:

Title/ Topic

Coordinator

Date Completed

CPEUs Requested.

Certificate of Attendance/ Completion and/or CPE Agenda/Outline, (Objectives, Date, Timeline, Coordinator)

Name, Address, Phone Number

E-Mail Address or Fax Number of Coordinator.